

Constitution and By-Laws

Barrie Elites Volleyball Club

3 Fitzroy Terrace, Barrie ON L4N 2Z2

Ratified at May 13, 2026

Attendees: Candice Keller, Hope Timmons, Charlena Harvey, Vanessa Jephson, Christa Matthews

This document was developed during the first season of the Barrie Elites Volleyball Club and revised in May 2025. This document became a working document upon approval of the membership at the Barrie Elites Volleyball Club's Annual General Meeting on June 6, 2024.

1.0 ARTICLE I - IDENTITY

1. The name of the organization shall be "Barrie Elites" herein referred to as "Association".
2. The Official Logos of the Association and the representative teams shall be approved by the executive prior to use and must incorporate the name Barrie Elites Volleyball Club
3. The official colours of the association shall be Royal Blue, Black and White.
4. Teams may use alternate colours for warm-up attire and or coaching clothing as approved by the executive.

The term "Barrie Elites premises" shall be understood to include all areas where Barrie Elites players, executive conduct business, practices or meetings

2. ARTICLE II - OBJECTIVES

The objectives of the association shall be:

1. To promote sports and sportsmanship through the development of volleyball in the City of Barrie and surrounding area.
2. To work in cooperation with educational institutions in assisting with the development of volleyball
3. To protect and promote the mutual interest of its players by fostering goodwill

and sportsmanship.

4. To manage and regulate House League and Representative divisions, their players, coaches, and parents.

5. To prepare our athletes technically, tactically, emotionally and physically, as outlined in the LTAD (Long Term Athlete Development model) in order to maximize their potential to make a Regional, Provincial, OCAA, or CIS team roster.

3.0 ARTICLE III - MEMBERSHIP

1. Membership in the association shall be open to all registered players, head coaches, assistant coaches, and executive members.

2. Membership is on an annual basis and the membership year shall be from first Saturday after Labour Day until August 31st of the following year with the exception of the executive who will remain in office until the annual AGM. Membership runs in conjunction with the OVA from the first Saturday following labour day until May 31 each year for all athletes, coaches. Non-voting members of the executive ends every other year on May 31 (odd years). Voting Executive members will remain in office until such time as their term is up.

3. The membership fees shall be determined by August 31 of each year, prior to the start of the new season..

4. Membership of any member of the association may suspended or rescinded for just cause by majority vote of the current executive. This shall include transgressions of the OVA's Code of Conduct.

5. The Secretary shall give at least 48 hours notice to such member that a meeting will be held at which time the Executive will consider the revocation/suspension of their membership. The Secretary shall further advise the member that they are entitled to attend the meeting but only to give reasons why they oppose the proposed revocation/suspension of membership.

6. Immediately after the meeting, the President shall verbally inform the member of the Executive's decision. The decision of the Executive is final. A member whose membership has been rescinded will be eligible for membership at a future date as determined by the Executive.

7. No member shall canvas, solicitor exhibit any service or product of any kind

whatsoever on Barrie Elites premises or at a meeting, activity or event of the Barrie Elites unless previously authorized by the Executive.

8. No member shall utilize the membership telephone/email/ mailing directory for solicitation or canvassing of any product or service whatsoever unless authorized by the Executive.

9. Contacting players by phone, mail or e-email shall be done on a per team basis by that team's coach, or by the Directors of Coaching, and/or the Executive for Club mandated issues.

4.0 ARTICLE IV – EXECUTIVE - Voting

1. The voting executive shall consist of:

President *(shall vote only in the event of a tie)*

Vice President

Treasurer

Secretary

Director of Uniforms

4.1.1 The non-voting executive shall consist of:

Coaching Director

Athletic Director

Director of Fundraising

The Director of City of Barrie's Skills & Drills

Director of IT

Director of Hosting

Director of Facilities

Director of Media Relations

Past President

Director of Equipment

4.1.2 The following positions are 4 year terms: President, Secretary (term expires 2028) Vice President & Treasurer (term expires 2027) The position of Director of Uniforms is a 3 years term.(term expires 2027)

All non voting Executive positions are appointed by the voting members every two years through an application process (2026-2027 season)

4.1.3 To be eligible to apply for the position of President or Vice President the applicant must have at least two years of experience on the executive, unless all past executive members decline the role.

4.1.4 The positions of all voting members will be determined by the existing executive members and voting members who's terms are not up

4.1.5 To be selected for any of the voting member positions (Except President & Vice President) the applicants must have one year experience on the executive in an appointed role. (Treasurer, Secretary, Director of Uniforms)

5. All Directors and the Past President shall be retired at the end of their term but shall be eligible to reapply (End of each term is June 1)

6. "The members of the executive will receive an honorarium for their contributions to the club" Should they meet all job requirements throughout the season

7. Members of the executive may resign by resignation in writing which shall be effective upon acceptance of the Executive.

8. The office of an Executive member shall be automatically vacated: a. If the executive member has resigned their office by delivering a written resignation. b. If an executive member has been asked to vacate their position by majority vote of the executive. c. On sickness and / or death.

9. Should an executive member leave or be removed from any role, the position will be filled following the selection process herein. Any in term replacements, as a result, will receive a term which includes both the remaining active term of the role and one subsequent complete term without need for application.

10. Only the Executive or those appointed by the Executive have the legal authority to initiate communication to all players within the club.

11. All executives must submit to a criminal record check as required by the Ontario Volleyball Association.

5.0 ARTICLE V – GENERAL DUTIES OF THE BOARD MEMBERS

Detailed job descriptions for all board members are available as requested and will be provided when positing for positions each year.

5.1 The President shall promote the Barrie Elites, be responsible for the overall operation of the association, preside at the annual general meeting, preside at regular executive meetings and be an ex-officio member on all committees. The president is a non-voting member unless a tie on an issue presented to the voting members occurs.

5.2 The Vice President shall preside over meetings in the absence of the president. The Vice President is to vote on all decisions in relation to the association. The Vice President assists in overseeing day to day operations of the Association

5.3. The Treasurer shall be responsible for the maintenance of the financial records and for the collection and disbursement of funds.

5.4. The Secretary shall be responsible to maintain records and correspondence of the association including Meeting minutes, Screening Disclosures and any athlete or coaching documentation as required.

5.5 (1) The Athletic Director shall be at least a Level 2 certified volleyball Coach (other candidates may be considered depending on experience). They will be the main point of contact for all areas of athletic development including but not limited to managing and running club clinics and camps for all age groups

5.5 (2) The Coaching Director is responsible for overseeing and assisting all coaching staff. Primarily with a focus on coaches that are new to the club or new to coaching. They will work directly with the executive voting members. The Coaching director can not be a coach on a team for the current season to ensure no conflict.

5.5 (3) There will be an Athlete Development Committee that will be made up of select executive members to manage all out of age athlete requests.

5.6 The Directors of Uniforms shall be responsible for the ordering and distribution of uniforms

5.7 The Director of Equipment shall be responsible for ordering all club required gear (Balls, Carts, Antennas) and maintaining club inventory

5.8 The Director of Facilities shall be responsible for securing appropriate practice and playing facilities for our members.

5.9. The Director of Fundraising shall lead all fundraising initiatives for the club

5.10. The Director of City of Barrie's Skills & Drills is responsible for running and managing all aspects of the programs with the city

5.11. The Director of Hosting shall manage all requirements with the OVA and Club to run OVA sanctioned tournaments throughout the season.

5.12. The Director of Media Relations shall be responsible for advertising and promoting all club and team activities and events

5.13 The Director of IT is responsible for all updates on the website through WordPress as well as updating and maintaining TeamSnap, and HUDL Licensing

*****All board members are expected to be present and participate in all club events such as Tryouts, Town Halls, meetings, fundraising events etc.*****

6.0 ARTICLE VI – MEETINGS

6.1 The voting members of the club will determine if and when Town Hall meetings or otherwise are required to address or update the membership

6.2. A majority of the executive voting members shall form a quorum for the transaction of business at any meeting of the executive members.

7.0 ARTICLE VII – VOTING

Voting will be required when the executive needs to make any major decisions as it affects the club. (Example: Changes to job descriptions, hiring of personnel in executive non voting member roles, how funds are spent etc)

8.0 ARTICLE VIII – COACHES

8.1 The voting executive members shall select a sub committee to review coaching applications, select all head coaches. Coaches' selection will begin near the end of each season in preparation for following season

8.2 A coach of a representative team may be a member of the executive. They must declare a conflict of interest in any matters that involve specific issues with their team and they will not be allowed to vote on these issues at executive meetings.

8.3 Assistant Coaches are to be chosen by the head coach of each team with approval from the Coaching selection committee. Once an assistant coach is selected they will be provided with an official offer letter and all required documentation outlining coaching rules and regulations.

Coaches will be provided with Coaching rules and regulations, and Club Athlete Selection Policy when given coaching offer.

- Team Selection Process – Coaches will have the opportunity to “pre-sign, re-sign” athletes following the OVA guidelines given each season as well MUST following the Club’s Athlete Selection Policy The club will host tryouts in September to which all coaches are expected to attend to select athletes for your teams if your roster is not full.

Should coaches wish to offer positions to athletes out of their specific age groups approval must be obtained from the Athletic Development Committee. Coaches should refer to the Development Program guidelines for their respective age group, with a maximum of two athletes permitted per team to play outside their category. Athletes requesting to play outside of their proper age category must submit a formal written request to the specific coach, Athletic Development Committee. This will then be reviewed for approval.

9.0 ARTICLE IX – PLAYERS

9.1 Players are required to tryout for their own age group. An athlete may tryout for a different age group upon approval from the Athletic Development Committee, following the parameters of team selection process.

- Players must provide a copy of their birth certificate or other valid government issued identification.
- All players must be paid in full before commencing play on any team in the association unless the president with the treasurer has granted special circumstance.

- All players must abide by the code of conduct as outlined by the Ontario Volleyball Association and by this Association.
- The Executive may discipline players and penalties as ruled by the Executive shall be respected.
- Players will only be allocated to one team. If an athlete chooses to, he/she is able to play for two teams in consultation with coaching staff, and approval of voting executive.

10.0 ARTICLE X – REGIONALS / NATIONALS and INTERNATIONAL EVENTS

10.1 Attendance to any additional tournaments outside that of OVA events is the sole decision of each team.

10.2 Funding for such events is the responsibility of each team.

10.3 The association will pay the entry fee of any team that finishes in the top three of Tier 1, Division 1 in their age category for Nationals. The entry fee is limited to only one Canadian National Tournament.

11.0 ARTICLE XI – FINANCIAL MANAGEMENT

11.1 Voting Executive shall set player fees, camp costs, Clinic costs and tryout fees.

11.2 All association expenses and purchases will be paid by cheque, credit card, or e transfer bearing the signature of one signing officer: President and Treasurer, and/or Association credit card. Payments are mostly by credit card or e-transfer.

11.3. A Financial report and statement will be provided at each executive meeting and will be made available to membership at Town Halls and other meetings or as requested.

11.4. Refunds to players will be considered by the Executive if a documented injury occurs that ends the player's season. The only reason to consider a refund would be due to injury

11.5. Players who remove themselves from the team will receive no refund.

11.6. The amount received by players outlined in Article 11.5. will be determined by the Treasurer and approved by the President.

11.7. Individuals within the association may not purchase items and expect a refund from the association without prior permission of the voting executive. Once the fiscal year has been closed, no refunds or payments will be given for past expenses unless

the executive approves.

11.8. No member shall charge another member of the organization a fee to offset costs incurred and/or to gain profit, for services or product, without permission of the voting executive. The request for permission must be forwarded to the voting executive in writing.

11.9.–Teams will have a budget set out by their head coach at the beginning of the season outlining any additional tournaments and activities with expected additional costs for the season in accordance with the clubs Finance Document, and using the clubs Team Budget Tracker

12.0 ARTICLE XII – HARRASSMENT POLICY

12.1 The executive will follow the Harassment Policy that is outlined by the OVA. Refer to the OVA website for clarification.

Amendments to the constitution and By-laws can be made by the voting members of the executive as required